

FOSS Minutes

Stanford in the Vale Primary School Teams Meeting Wednesday 5th July 2023 8pm

Attendees:

Karin Williams-Cuss, Amanda Willis, Emma Payne, Graham Parker, Jess Clark, Nev Williams, Linzi Esplin, Rachael Wilkinson, Lucy Condor

Apologies:

Wendy Williams.

	Item / Action	
1	<u>Review of previous Minutes and Actions</u> Minutes from previous meeting Monday 22nd May 2023 were approved.	
2	<u>Declaration of AOB</u> Jess Clark asked about Christmas cards, as Di will not be doing them this year. Wendy enquired at the schools she works at, they use: Uffington: christmascardsforschools.co.uk Shellingford: classfundraising.co.uk Karin will look into both options.	
3	<u>Treasurers Report / update</u>	
RW	Rachael has finally received a letter from Lloyds, reference the old bank account. It had not been used for 15 years and contained 1p. Lloyds confirmed that the account will be closed on 2nd November 2023. On the present bank account, the mandate for changing the bank Signatories will be left in the school pigeon hole for Nev & Graham to sign. Rachael is also looking into adding Nev as a Trustee for the Charity Commision.	Closed TBC TBC

4

Review of previous months events / Queries

School Summer Fete
Saturday 10th June 2023

Money raised: £1661

Money raised was down on last years £2.4k. This was due to less donations overall, and the weather impacting on the day.

The following amounts are minus floats, stock & other expenses to be deducted.

Class stalls:

Foundation: Sports - £20.70

Yr 1: Pot of Gold - £31.00

Yr 2: Wine & Water - £126.00

Yr 3: Barrel of Booze - £190.00

Yr 4: Face Painting / Tattoos - £28.00

Yr 5: Tombola - £168.00

Yr 6: Raffle - £275.00

Teachers stalls / other:

Teddy Tombola - £51.70

Lucky Dip - £61.05

Pick a lolly and bags - £7.30

Name the Teddy / Jar of Sweets - £24.50

Refreshments / cakes - £157.82

Stocks - £94.00

Bar - £655.85 / BBQ - £260.00

Donations for Uniform - £31.00

Fun Fair Man - £30.00

Natalie Hudson - £20.00

Total: £2236.92

Jess suggested using hessian bags for the wine & water stall, rather than wrapping the bottles. This would save a lot of time and effort.

Furthermore, we do need more help, especially for events like the School Summer Fete. Amanda suggested using Class Dojo more, as it can be utilised to send messages to year groups or to the whole school.

Karin will also try to speak to Emma Dearlove, reference a Class Rep for Foundation, as they do not have one at the moment.

TBC

4

Review of previous months events Cont

School Summer Fete Saturday 10th June 2023

Thank you cards will need to be sent to the relevant people for their help & effort:

Businesses that donated
David Bailey
Fire Brigade
Scouts
Neil Mantel
Mr Ponting - Hay bales

Looking forward to next year, it was suggested that we could put up a strategically placed banner to advertise the School Fete, about a week before. Also, would it be worth selling ice lolly's etc from a chest freezer on the day?

School Sports Day Friday 30th June 2023

Karin will give a thank you card to her mum, who made the cakes for the day.

Village Summer Festival Saturday 1st / Sunday 2nd July 2023

Money raised: £624

BBQ went well both days, even though it was relatively short notice and we struggled for volunteers. Getting the food order in earlier would also help things run more smoothly. Going forward, now there is no longer a pig roast being supplied for the festival, this could be a good fundraiser for FOSS due to us being the only source of hot food for the weekend.

Karin is organising thank you cards for the relevant people who helped / donated.

5

Upcoming / Future Events

Bags to School Thursday 6th / Friday 7th July 2023

All in hand, posters & advertising have been done by Linzi, with Em's help.

Year 6 Performances Monday 17th / Tuesday 18th July 2023 6pm

Karin & Lucy will cover Monday 17th, Linzi & Wendy will cover Tuesday 18th.

Set up - 5pm to start serving refreshments at 5.30pm.
Interval - Refreshments served approx 6.15 - 6.30pm.

Refreshments will be covered by what is left over from the School & Village Fete's:
72 hot dogs & 48 rolls are left. The rolls can be supplemented from school stock.
Drink - Use up what is left, same for sweets, popcorn, ice pops etc

Tens Licence will be sorted by Nev & Rachael.

5

Upcoming / Future Events Cont

**Stanford in the Vale Primary School
150th Anniversary**

Thursday 20th July 2023 ~ 2 - 4pm

Amanda Willis is organising a celebration for the Schools 150th Anniversary, with the History Society coming to do a display about the school. Children, parents, grandparents, ex-pupils, ex-parents etc will all be invited to come along and enjoy the day. It will also be a good opportunity to say goodbye to Mrs Dharmasiri.

Scones, Tea, Coffee & squash will be available on the day, Karin will speak to the Co-op about supplying the cream and jam. These items need to be in on Thursday morning, so that a supplemental shopping run can be done if required.

Burying a Time Capsule was suggested to celebrate the 150th Anniversary, Amanda will speak to the school history co-ordinator, Mrs Dickinson, about sourcing one.

Amanda would also like to organise getting a sculpture commissioned to mark the schools 150 years. Karin may have a contact that could help with that.

TBC

Christmas Cards

Friday 6th October 2023

School Disco

Friday 13th October

Full details to be confirmed, Tens licence to be applied for.

Bags to School

Monday 16th or Tuesday 17th October 2023

Em will run with this & send out an email to the company, the exact date is to be confirmed. Could we also advertise in the Parish newsletter once the exact dates have been confirmed.

Non Uniform Day for Christmas Hampers

Friday 1st December 2023

Each year will bring in items to make up approx 6-8 hampers, one year brings toys, one year sweets & treats etc.

Christmas Hamper Making Day

TBC

Christmas Performances

6th / 7th / 13th December 2023

6	<p><u>Request for funding</u></p> <p><u>Amanda Willis</u> A request for funding was made to replace the football goals that are used at lunch times. Two pairs, (4 goals in total), are required:</p> <p>Cost per pair: £600 Total required: £1200</p> <p>Request for funding has been approved. To see if we can reduce the cost, Karin is going to contact local football clubs to ask for help with funding. Amanda & Em will contact Swindon Town and Oxford United.</p>	
7	<p><u>Previous Actions</u></p>	
A 1	<p style="text-align: center;"><u>Liability Certificate</u></p> <p>Was / has the liability certificate situation been clarified with respect to School Discos? Have the Disco's got their own liability insurance?</p>	Ongoing
A 2	<p style="text-align: center;"><u>FOSS Facebook Page</u></p> <p>With Lucy having volunteered to fill the Facebook Admin role to get information out more effectively, It was suggested that any info should also be sent to the class reps so that they can forward it to their relevant peer groups. Short of finding a volunteer with the time to disseminate any new information, could Lucy do it? An update required to see how this is going.</p>	Ongoing
8	<p><u>New Actions</u></p>	
A 1	<p style="text-align: center;"><u>Open Night - Recruitment</u></p> <p>Jess will set up the FOSS banner to advertise what we do, Linzie will put sign up sheets next to it should anyone be interested in helping. This will be set up by the refreshment area on the night.</p>	Nxt Mtg
A 2	<p style="text-align: center;"><u>100 Club</u></p> <p>Jess is happy to run with it. Em will set up a link for parents and send it out via ParentMail, it will also be put on Class Dojo. Advertising can also be done in the Parish newsletter and the Co-op, to open it up to the wider community.</p>	Nxt Mtg
8	<p><u>AOB</u></p> <p>No</p>	
9	<p style="text-align: center;"><u>Date for next meeting</u></p> <p style="text-align: center;">Teams Meeting - Wednesday 20th September @ 7.30pm</p>	